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Summary of Faculty Senate Meeting 11/13/00

CALL TO ORDER

APPROVAL OF THE MINUTES

October 23, 2000

ANNOUNCEMENTS

1. **Call for Press Identification**
2. **Comments from Chair Nelson**
3. **Comments from Faculty Chair, Jim Kelly**
4. **Comments from Provost Podolefsky**

CONSIDERATION OF CALENDAR ITEMS FOR DOCKETING

- 762 Request for Comments/Concurrence from the Faculty Senate on recommended changes to the "report on "I" (or) Grade Change Form"

Docketed in regular order as item 678.

- 763 Request for Approval of the Report and Recommendations from the Faculty Senate Budget Committee

Placed at the head of the docket as item 679.

- 764 Request for Approval of Distribution of the Faculty Senate Minutes via the Faculty Senate Web site

Docketed in regular order as item 680.

- 765 Request to forward two names to President Koob from which one will be selected to serve on the search committee for the Vice-President for Administration and Finance

Placed at the head of the docket as item 681.

- 766 Request to forward six names to President Koob from which persons will be selected to serve on the NCAA study committee and subcommittees

Place at the head of the docket as item 682.

NEW BUSINESS

No new business.

OLD BUSINESS

The University Governance Report, prepared by Ira Simet, was introduced. Comments and concerns should be e-mailed to Dr. Simet as this is considered a draft document.

CONSIDERATION OF DOCKETED ITEMS

- 763 679 Received and approved the Report and
Recommendations from the Faculty Senate Budget
Committee. The full report was presented to
Provost Podolefsky.

- 765 681 The names of Judith Harrington and Celia Renner
were selected to be forwarded to President Koob,
from which he will select one to serve on the
search committee for the Vice-President for
Administration and Finance.

- 766 682 An e-mail ballot will be sent to the Faculty Senate
to select six names to be forwarded to President
Koob from which they will be selected to serve on
the NCAA study committee and subcommittees.

- 762 678 Approved changes in the Report on "I" (or) Grade
Change Form with suggestions noted, and suggested
the form also be submitted to the Graduate College.

- 674 680 Approved a request for the distribution of the
Faculty Senate minutes via the Faculty Senate web
site in PDF format for future minutes as approved
by the Faculty Senate and archiving past minutes in
a format to make them available on campus.

ADJOURNMENT

Meeting was adjourned at 4:20 p.m.

DRAFT FOR SENATOR'S REVIEW

**MINUTES OF THE UNIVERSITY FACULTY SENATE MEETING
11/13/00**

1559

PRESENT: Jim Kelly, David Christensen, Carol Cooper, Joe Gorton, Shashidar Kaparthi, Ali Kashef, Syed Kirmani, Lauren Nelson, Gerald Peterson, Dan Power, Tom Romanin, Laura Terlip, Richard Utz, Katherine van Wormer, Shahram Varzavand, Mir Zaman.

Joe Gorton is attending for Kenneth Basom, Shashidar Kaparthi for Mir Zaman, and Gerald Peterson for Barbara Weeg.

ABSENT: Karen Couch Breitbach, Daya Shankar and Kay Treiber.

CALL TO ORDER: Chair Nelson called the Senate to order at 3:15 p.m.

APPROVAL OF MINUTES

Chair Nelson distributed a handout with a condensed version of selected paragraphs from the minutes of the October 23, 2000 meeting. Senator Romanin moved to approve the minutes; second by Senator Cooper.

Approval of the minutes as amended was passed.

Comments from Chair Nelson.

Chair Nelson discussed the Crisis brochure mailing that was sent to all senate members and stated that she hoped that there would be a follow up article in the Northern Iowan and further discussions on campus.

The informal campus group that included Chair Nelson, the leader of the Professional and Scientific Council, and Staff representatives met at the beginning of the month. The major issues discussed were concerns about the early retirement program. It is currently in effect until the 2001-2002 academic year and will be reviewed by the Board of Regents in June 2001 and that there would be a one year notice of any changes.

Also discussed with the group was the possibility of web balloting; the P&S Council and the students have both tried web balloting with good results. This is a possibility for us to try for our faculty elections.

Chair Nelson and Dr. Kelly met with President Koob and reported that President Koob expressed an interest in meeting with the Faculty Senate in a retreat format, possibly in January. International learning, service learning, and distributed learning were mentioned as things he might like to see the senate consider.

The Educational Policies Commission is considering the changes the senate submitted to them regarding the graduation with honors policy. However, they were not able to come to a decision at their meeting and will be doing further study.

Comments from Faculty Chair, Jim Kelly

Dr. Kelly commented that the dates and topics of the Presidential discussion groups are on e-mail. He hopes that we will have 25-30 faculty identify that they would like to be involved in each discussion group. Locations will be announced. Dr. Kelly urged senate members to discuss this with their departments, colleges and faculty to encourage involvement.

Comments from Provost Podolefsky.

Provost Podolefsky reported that he appointed Dr. Theresa Hall to serve on the Public Safety Committee. Senator Kashef had forwarded her name to him.

Provost Podolefsky distributed a list from Mike Mixsell of all the policies that have come through the Senate and have

been revised and approved and are now on the UNI web site.
(see attached document)

The Provost also reminded the senate that the Board of Regents meeting is this Wednesday and Thursday. This should be a lengthy meeting as they will be addressing our new Strategic Plan, reports on progress of the old plan, enrollment reports, and retention reports. Provost Podolefsky can provide updates on those types of things to the Senate.

Provost Podolefsky also distributed two brochures; The Legislative Requests for FY 2002 and the Strategic Plan 2001-2006. The Strategic Plan brochure will be taken to the Board of Regents meeting on Wednesday.

CONSIDERATION OF CALENDAR ITEMS FOR DOCKETING

Chair Nelson pointed out on the revised agenda that there was an additional item for consideration and added that the senators were e-mail this information.

Motion by Senator Romanin to docket in regular order calendar items 762 and 764, and to place calendar items 763, 765 and 766 at the head of the docket; second by Senator Varzavand. Motion passed.

New Business

Chair Nelson stated that there was no New Business.

Old Business

The University Governance report was introduced. This was prepared by Ira Simet to explore the possibility to come up with a coordinating structure to share information. Comments and concerns can be e-mailed directly to Dr. Simet.

Senator Cooper brought up the issue of providing release time for campus leaders. Could this be addressed included in the document? Dr. Kelly said that he has already spoken with Provost Podolefsky about release time. Chair Nelson reiterated that comments should be e-mailed to Dr. Simet.

Consideration of Docketed Items

679 Request for Approval of the Report and Recommendations from the Faculty Senate Budget Committee.

Chair Nelson stated that the document the senators received was a summary of the report.

Motion to approve the report and recommendations was made by Senator Utz; second by Senator Kirmani.

Senator Power presented the report citing discussion on the issues associated with new faculty lines as significant. Some initiatives that came forth from the colleges were considered with the realization that there would not be opportunities for direct funding this year. Hope was expressed that operating funds be reallocated if possible; specifically the Statistical Consulting Lab was the issue that received unanimous support from the committee to receive permanent funding. The full report was presented to the Provost and passage by the Senate was recommended.

Provost Podolefsky commented that the report was an excellent effort and the committee did a good job. He noted that the source of funds for proposals will be from legislative requests, tuition, and so forth. The statement in the report that the requested amount of \$3 million for faculty lines would not cover 65 new lines is absolutely correct. The Provost figured 25-30% of those lines would be "high cost faculty", computer science faculty, MIS faculty; the rest would be regularly salaried faculty. Also considered were added benefits, and then about \$1500 - \$2000 per each of those for supplies and services, which comes up to well over \$4 million. The cost of adjuncts that we would not have to hire was then subtracted out to yield the \$3 million figure. The Dean's are aware that their adjunct use will be reduced to increase the percentage of tenure track lines.

Motion to approve the report and recommendations was passed.

681 Request to forward two names to President Koob from which one will be selected to serve on the search committee for the Vice-President for Administration and Finance.

Chair Nelson received three nominations from Senator Cooper; Chris Edginton, Department Head of HPELS, Judith Harrington, Communicative Disorders, and Dean Primrose, Price Laboratory School. Second by Senator Terlip.

Senator Kashef nominated Charles Johnson, Industrial Technology; second by Senator Utz.

Senator Power nominated Celia Renner, Accounting Department; second by Senator Peterson.

Motion to close nominations by Senator Kirmani; second by Senator Kashef. Motion passed. Ballots were distributed with instructions to vote for two names.

The persons selected for the Vice President search committee were Judith Harrington and Celia Renner. Chair Nelson will contact both, and President to Koob to inform them of the results.

Provost Podolefsky reported that the nominations are forwarded to President Koob and he then appoints the committee.

682 Request to forward six names to President Koob from which persons will be selected to serve on the NCAA study committee and subcommittees.

Chair Nelson reported that President Koob would like to have these people identified by 11/16/00, or shortly thereafter.

Chair Nelson nominated Carlin Hageman, Communicative Disorders; second by Senator Terlip.

Senator Cooper self nominated; second by Senator van Wormer.

Senator Power self nominated; second by Senator Cooper.

Senator Kirmani self nominated; second by Senator Powers.

Senator Kashef self nominated; second by Senator Utz.

Other individuals were suggested but these individuals will have to be contacted by members of the Faculty Senate.

Chair Nelson said that she would not forward these names until all those nominated have been contacted. If the number is larger number than six, she will e-mail the senate.

Senator Romanin suggested looking at the gender balance as that is something that is important with the growth of the women's athletic program.

Senator Power noted that this committee is a "work" committee; a fairly large document is produced and requires a substantial commitment of time, especially for the chair's of the subcommittees.

Chair Nelson requested a motion to nominate six names from among Carlin Hageman, Carol Cooper, Dan Powers, Syed Kirmani, Ali Kashef, or others forwarded by e-mail. Senator Power moved to send an e-mail ballot indicating the candidates for the NCAA study committee and subcommittees. Second by Kashef. Motion passed.

678 Request for comments/concurrence from the Faculty Senate on recommended changes to the "Report on 'I' (or) Grade Change Form".

Chair Nelson noted that the proposed change has mainly to do with requiring a department heads signature rather than the Dean's. Motion to approve by Senator Cooper; second by Senator Utz.

Discussion followed regarding whether the dean's are more or less likely to pick up on any grade change patterns within a department than the department heads.

Suggestions made as to changes in the form that would make it less confusing included changing "Grade Change" to "Change Grade" or "Change of Grade"; and possibly using a check box. The form should also be forwarded it to the Graduate Council for review.

Chair Nelson noted that Senate should formally amend the motion to indicate the comment that we would be approving the request with the suggestions noted and that the form also be submitted to the Graduate College. A friendly amendment was made by Senator Utz; second by Senator Kashef. Motion to amend passed.

The motion considered was to approve the request to modify the "Grade Change" form to require a "Department Head" signature for grade changes rather than a "Dean's" signature. The Faculty Senate recommends that the section where "Grade Change" is identified should be clarified and the form should be forwarded to the Graduate Council.

Motion passed as amended.

680 Request for Approval of Distribution of the Faculty Senate Minutes via the Faculty Senate Web site.

Motion made by Senator Varzavand; second by Senator Peterson.

Chair Nelson provided some background information on the request noting that e-mailing the Faculty Senate minutes has proved to create some formatting difficulties, and it looks as though e-mailing such a lengthy document will continue to create problems. If the minutes could be formatted in a "Portable Document Format" (PDF) which could easily be read by Internet Explorer or Netscape there would less chance of formatting errors. The short two page summary minutes would be e-mailed to all faculty and a link provided to the full minutes at the Faculty Senate web site. The PDF format would allow us to control the formatting of printing which an HTML file does not.

Chair Nelson suggested to start archiving the minutes that have not been distributed, beginning with the April 2000 minutes. She did question whether minutes should be put on the web that were not approved for that kind of public distribution. Discussion followed.

A proposed amendment was to distribute future minutes as they are approved by the Faculty Senate in the PDF format in a publicly accessible manner and to archive minutes of past meetings in a format that would make them available on campus.

Amendment passed.

The motion was to approve the proposal for web distribution, in a publicly accessible manner, of the Faculty Senate minutes in the PDF format for future minutes as they are approved by the Senate at future meetings, beginning with the

minutes of the November 13, 2000 meeting, and to archive minutes of past meetings in a format that would make them available in an electronic format on campus.

Motion passed as amended.

Motion to adjourn by Senator Cooper; second by Second Varzavand.

Meeting adjourned at 4:20 P.M.

Submitted by Dena Snowden,
Secretary for the Faculty Senate

ATTACHMENT

Policies Approved and Updated

Accident/Injury Reporting, 7.02
Biological Preserves System, 9.08
Bomb Threats, 7.03
Collective Bargaining, 4.05
Commercial Sales and Solicitation on Campus, 8.07
Contracts and Agreement, 10.02
Criminal Trespass, 7.06
Domain Name Service, 9.57
Emergencies, 1.08 (formerly 7.01)
Emeritus Status, 4.21
Entertainment, 13.07
Ethics and Academic Responsibility, 6.10
Faculty/Staff Use of University Apartments, 4.09
Fire Safety, 7.04
Persons with Disabilities, 12.06
International Study Programs, 3.14
Inventions, Patents, Copyrights, Trademarks, and other
Intellectual Property, 10.03
Liability Protection, 10.01
Mail Services, 9.05
Medical Services, 4.11
Naming of Buildings and Facilities, 8.03
Nondiscrimination, 13.03
Placement Center, 3.09
Policies and Procedures Manual - Policy, 0.00
Recognition of Student Organizations, 3.10
Resolution of Discrimination Complaints, 12.07
Sexual Harassment, 13.02
Smoking, 8.10
Traffic and Parking, 7.07
Voice Services, 9.56
World Wide Web, 9.58

Pending Review Committee:

Make-up Work and Missed Classes